



# MINUTES

MEETING **RSHA Executive**  
MEET No. **14, 2014**  
DATE/TIME Friday 28 November 2014, 2pm  
VENUE Lady Wilson Seminar Room, Sir Roland Wilson Building (120)

## Part 1. Formal items

### ITEM 1. Attendance

Professor Pickering (Chair), Associate Professor Ferris, Ms Knight, Professor Travis, Professor Tregear and Mrs Shepherd (Minute Secretary). Associate Professor Message was an apology.

### ITEM 2. Minutes of Previous Meeting

The minutes were approved with the following amendments. Under agenda item 3 the first sentence will be replaced with "It was agreed that the future of the Humanities Research Journal will be discussed with whoever becomes the new Head of the Humanities Research Centre." The action item is to be amended to "The future of the Humanities Research Journal will be discussed with the new Head of the HRC".

### ITEM 3. Matters Arising and Action Items

The Executive congratulated Professor Tregear on performing with the Rolling Stones.

### ITEM 4. Confidential Items

There were no confidential items reported.

## Part 2. Reports

### ITEM 5. Director's Report

Professor Pickering reported that he will be away from 29 November to 17 December 2014 and that Professor Tregear will be acting Director during that time.

Associate Professor Ferris has agreed to represent Professor Pickering at the morning graduation on 19 December 2014 but someone needs to attend for him in the afternoon. It was agreed that certain senior staff across the Research School be approached to see if they are available to attend the afternoon graduation.

**Action:** Mrs Shepherd to contact senior staff across the Research School to see who is available to represent Professor Pickering at the afternoon graduation.

#### 5.1 Research Training Scheme

Professor Pickering reported that RSHA had received 22 scholarships. If funding for fieldwork remains at \$7000 per head the Research School will thus have a significant additional unfunded cost in the budget. A number of Schools have indicated that they are going to also accept students for admission only without scholarships. If these are also given a full entitlement to \$7,000 it will increase further the amount of fieldwork funding RSHA needs to budget for. Clearly

this is not sustainable with tight budgets. As a result there was a discussion around fieldwork funds for students.

Committee members felt that the HDR Fieldwork and Conference Funding Guidelines for the School of Literature, Languages and Linguistics were very good. Professor Pickering had requested that these be strengthened further to make it clear to students that there is no automatic entitlement to \$7,000 which the committee agreed with. He suggested adding 'Please note: there is no automatic right to fieldwork funding and the maximum will be granted only in exceptional cases'. Students when applying for fieldwork funding need to have a soundly argued rationale as to why they need fieldwork funding that is supported by the supervisor.

Associate Professor Ferris reported that the School of Art has already cut the fieldwork funding available for HDR students to \$1,000 for conferences and \$4,000 towards travel for fieldwork and that Masters students receive half. In Associate Professor Message's absence Professor Pickering reported that many projects feasible in the School of Archaeology and Anthropology (SAA) would not be feasible if the students did not receive at least \$7,000. As a result the SAA has little capacity to reduce the level per student. Consequently, there will consider other measures including reducing the number of admissions (for example, restricting it to scholarship holders only). No decisions have been taken to this point. Professor Pickering also urged other Schools to consider this option in future.

The following points were agreed:

- That the School of Art and the School of Music will reduce the maximum entitlement to fieldwork funding for full time students in their Schools to \$4000 for fieldwork and \$1000 for conference travel. That full time Masters' students will receive \$2000 for fieldwork and \$500 for conference travel.
- That Professor Tregear would discuss with his School Executive and HDR Convenors the issue of whether it should be permissible or not to use fieldwork funds for instrumental tuition.
- That Professor Travis would discuss with her School Executive and HDR Convenors the possibility of introducing a variable system in SLLL, with rates lowered in some disciplines to bring them into line with Art and Music.
- That there should be some discretion available for the Head of School in exceptional circumstances.
- That all Schools will discuss whether non-scholarship holders should either not receive fieldwork funding or if they do so it is at reduced rate.
- That all Schools should discuss if part-time students should have no entitlement to funding.
- That any changes will come into effect now for the 2015 cohort and will not be retrospectively applied.

Professor Pickering will actively pursue the possibility of a central pool of funds for supplementary funds for students to apply for.

### **Part 3. RSHA matters**

#### **ITEM 6. RSHA web site**

Professor Pickering noted that the School web sites are to be updated followed by the RSHA web site which is scheduled to be updated between March and May 2015. Professor Pickering asked Executive members to think about what they would like to see on the RSHA web site and the

public interface. Executive members were asked to send their ideas and feedback about the RSHA web site to Cathie Gough.

**Action:** Executive members to send their ideas and feedback to Cathie Gough.

#### **ITEM 7. New travel form**

Professor Pickering stated that Higher Degree Research (HDR) students must attach supporting documentation to their travel approvals. He will need to see the supporting documentation prior to approving international travel for HDR students. Committee members reported that the new travel form is problematic given that administrators are not checking the travel application prior to approval.

#### **ITEM 8. Education matters**

##### 8.1 Scholarships

This item was discussed under item 5.1.

Committee members had a further discussion on the role and purpose of the Education Design Studio. Professor Pickering will draft a short issues paper about this to discuss with Dr Gustavson. The Executive had previously resolved to invite Dr Gustavson to an Executive meeting next year.

**Action:** Professor Pickering to draft a short issues paper about the role and purpose of the Education Design Studio.

**Action:** Mrs Shepherd to invite Dr Gustavson to a meeting early next year.

#### **ITEM 9. Research matters**

Professor Travis reported that the official opening for the ARC Centre of Excellence for the Dynamics of Language was a great success as were the week of events.

Professor Pickering reported that Professor Spriggs' Laureate Fellowship budget had been cut substantially by the ARC. A number of measures have been put in place to cover the shortfall. Professor Spriggs and his team will be based in the Sir Roland Wilson building.

#### **ITEM 10. Workplace Health and Safety**

No items were raised.

### **Part 4. Other business**

#### **ITEM 11. Any other business**

Professor Tregear congratulated Professor Lo on the "Palme Académiques" award she is to be presented with by the French Ambassador next week. It was agreed that Professor Pickering on behalf of the Executive would write to her to congratulate her on this award.

**Action:** Professor Pickering to write to Professor Lo congratulating her on the award.

The Wig and Pen is expected to be opening within the School of Music building on 21 December which is very exciting.

It was reported that at the School Managers meeting held with Mr Chris Grange last week he stated that Directors are able to sign off on and fully approve recruitment paperwork within their Research School. Deans' approval is no longer needed in the online approval process. Professor Pickering indicated that we need to check with Karen Ford how this will work within CASS.

**ITEM 12. Next meeting**

The next meeting will be held on Friday 5 December at 2pm. Dr Nadine White, Director HR, will attend the meeting to discuss the ANU Code of Conduct and the new performance review process.

Meeting closed at 3.20pm.